## INTERAGENCY FIRE PROGRAM MANAGEMENT QUALIFICATIONS STANDARDS AND GUIDE

(Hard-Copy Printing & Assembly Instructions)

## **Materials:**

- 3-inch binder
- 8.5" x 11" colored paper paper—blue, yellow, green, buff, golden rod, and white
- 5-cut tabs, 23

## **Printing Instructions (colored-paper option):**

- Using a color printer, print:
  - o Cover
  - o Spine
  - o Title page
  - o Color content page
- Use the following color-paper scheme to print, with the duplex option, the text portion of the IFPM:
  - o Chapter 1—white paper
  - o Chapter 2—white paper
  - o Chapter 3—white paper
  - o Chapter 4
    - Individual Position Standard and Guide—Blue
    - Minimum Qualification Standards (explanation)—Blue
    - Minimum Qualification Standards—White
    - Employee Development Training—Yellow
    - Common Competency Descriptors—Green
    - Competency Descriptors—Buff
    - Key Performance Elements—Golden Rod
  - o Chapter 5—white paper
  - o Chapter 6—white paper
  - o Chapter 7—white paper
- Create/print 5-cut tabs for use with the IFPM.

NOTE: Duplexing the buff section may prove challenging. Tip: Place two blank pages at the beginning of the print job. (This is true of the green section if you only do half the job at a time.)